

**GOFFSTOWN SCHOOL DISTRICT  
GOFFSTOWN SCHOOL BOARD MEETING  
Goffstown High School – Library  
27 Wallace Road, Goffstown, NH 03045**

**Goffstown School Board Meeting Minutes  
Monday, January 22, 2018**

**School Board Members Present:** Dian McCarthy, Reta Chaffee, Ginny McKinnon, Dan Cloutier, Lorry Cloutier, Heather Trzepacz, Jenelle O'Brien (Kristie Curtis, Steven Dutton absence excused)

**SAU Administrators Present:** Superintendent Brian Balke

Dian McCarthy called the meeting to order at 7:00pm

**Approval of the January 3, 2018 School Board Meeting Minutes – Heather Trzepacz motioned the approval of the January 3, 2018 School Board meeting minutes, seconded by Reta Chaffee. Vote: 7-0-0 – All in Favor - Motion Passed.**

**Approval of the January 8, 2018 School Board Meeting Minutes – Heather Trzepacz motioned the approval of the January 8, 2018 School Board meeting minutes, seconded by Reta Chaffee.: Vote: 7-0-0 – All in Favor - Motion Passed.**

**Correspondence Folder:** GHS recipients of the 2018 NH Scholastic Art Awards

**Good News/Commendation - Jac St. Jean** reported on the Poetry Out Loud event; the Winter Carnival Planning; Midterms ended today. Jac also reported that a GHS student proposed an ASL class.

**Kathy Sargent** reported that everyone is ready for Semester II.

**Ginny McKinnon Reporting:** Ginny attended a fundraiser for GHS alumni that has fallen ill. The event was very successful and organized by GHS students. Baskets were raffled and they raised a significant amount of money for the family. Ginny commented that she is always amazed with the ideas the kids come up with and the energy they put into the effort. Dian McCarthy added that it is great to see this spirit.

**Dan Cloutier Reporting:** Dan reminded everyone that last Friday was another snow day making this the 3<sup>rd</sup> snow day of the year. This brings the last day of school for 2017-2018 school year to Tuesday, June 19<sup>th</sup>.

**Public Comment: None**

**Policy Review Committee Report – Lorry Cloutier Reporting:** The Next PRC meeting is 01/29/18 @ 5:30pm @ SAU Central Office.

**Planning and Communications Report – Reta Chaffee Reporting:** The Committee met tonight and discussed coordinating efforts for the awards at Deliberative Session. The Committee also worked on the FAQ which have been posted to the school website [www.gofftown.k12.nh.us](http://www.gofftown.k12.nh.us). Additional information (warrant articles and public relations articles) will be posted to the website before deliberative session.

**Curriculum and Education Report – Ginny McKinnon Reporting:** The next C&E Committee meeting is 01/29/18 @ 7:00pm @ SAU Central Office.

**Budget Committee Report – Dian McCarthy Reporting:** The January 9<sup>th</sup> public budget hearing was well attended. The public had good questions. Dian thanked the school board members who attended the hearing. Dian reported the Budget Committee voted not to recommend Article 3 (the Capital Reserve Fund article). The committee felt that the article language was too non-specific and open ended. They would have preferred the article

to state specific projects and would also have liked to see this article sooner in the process. The Committee voted to recommend Article #4 (the land purchase article). As in past years, the Budget Committee will be meeting after the school district's deliberative session.

**A&F Committee Meeting Report – Dan Cloutier Reporting:** *Dan Cloutier motioned to approve the November 6, 2017 Manifest in the amount of \$1,661,679.47, seconded by Heather Trzepacz. Major Items:*

Payroll/Taxes/Benefits: 1/18/18 Payroll and Payroll Taxes; HealthTrust – FSA Deposits Jan Medical/Dental Premium; TSA Consulting – 403b Contributions; **General Expenses:** Dead River – Propane-Glen, MVMS GHS, Maple, Bartlett; Ever Source – Electric – Multiple Locations; Goffstown Truck Center – Athletic Transportation; Granite State Plumbing – HAVAC/Control Syst. Maintenance Installment 1 of 2; Performance Foodservice – Food Supplies; Primex – Workers’ Comp & Unemployment Jan-Dec; Supplyworks – Maintenance & Cleaning Supplies; Wells Fargo – Bond Interest Payment from Citizens Bank **Vote: 7-0-0 - All in Favor - Motion Passed.**

**Goffstown/New Boston Joint AREA Board Meeting:** The meeting is 1/23/18 – 5:15pm at SAU Central Office.

**Superintendent’s Report - Brian Balke Reporting:** 2018 Warrant, Budget and Default Budget posting deadline is Monday, January 29<sup>th</sup>; Candidate Filing opens on January 24<sup>th</sup>–and ends February 2. David Jack and Rita Donaldson of MRI have hit the ground running and are doing a great job. David Jack will be in the office 3 days this week and Rita will be in for one day. Brian approved two early graduation requests – Amalia Plentzas, mid-senior year 2019 pursuing a career in cosmetology and will be attending cosmetology school; Anna Rivet – end of junior year 2018 – will attend MCC or NHTI in the fall

**State Infrastructure Grant Status**

Category	School	Project	Total Project	Proposed Award %	Proposed Award Amt.
E-Rate	NBCS	E-Rate Match*	\$42,500	10%	\$4,250
Improve Security	NBCS	E911 Compliant Telephone System	\$14,073	80%	\$11,258
Improve Security	MVMS	MVMS Alarm System Upgrades	\$8,594	80%	\$6,875
Improve Security	All District Schools	District-wide Digital Video Security System	\$285,700	80%	\$228,560
Improve Security	Bartlett	Bartlett Elementary Access and Egress Security Enhancements	\$11,060	80%	\$8,848
Improve Security	Bartlett	Two Way Radios - Bartlett School	\$3,480	80%	\$2,784
Improve Security	Maple	Two Way Radios - Maple Ave School	\$3,480	80%	\$2,784
Improve Security	MVMS	Mountain View Middle School Columbine Locks	\$29,765	80%	\$23,812
Improve Security	GHS	Call Manager Safety and Security Upgrades and Enhancements	\$117,772	80%	\$94,217
Improve Security	Maple	Maple Columbine Locks	\$4,911	80%	\$3,929

\*NBCS E-Rate discount is 50%. Match is an additional 10% state and 10% federal. 70% of the NBCS fiber construction will be paid for via these combination of grants. The Governor must seek approval from the Governor's Council on either Jan 24th or Feb 5th. We have several others submitted that will be voted on January 22nd, including the **bus turn-around, safety film for building windows, GHS roof hatch replacement, GHS fire doors, and the Bartlett parking lot fence.** Additional grants will be submitted for the SAU building as soon as Tuesday’s fire inspection is completed. We are at \$400,000+ approved already.

**Future Business Leaders of America Presentation:** Eryn Pierce gave Introduction. Eryn introduced the Executive FBLA Officers and shared the history of FBLA. Julianna Trost and Chloe Smith explained that the GHS FBLA was about learning various facets of business/industry today. They have the opportunity to go on field trips and hear guest speakers. FBLA participate in many community services such as UNICEF, Goffstown Food Network, Make-a-Wish and Salvation Army Bell Ringing. They also have the opportunity to experience real life/career preparedness as they prepare for the SLC competitive event. Juliana Trost and Parker Brougham spoke to state projects that FBLA completed: canned food drive, Healthy Body Healthy Minds, Cultural Awareness & Diversity Project (letter, social media, games), Opioid Awareness Guest Speaker at FLW. They are working on state projects including a Personal Finance Presentation to MVMS (Feb 9<sup>th</sup>). Leea Sarvela and Brianna Snook explained the workings of the State Leadership Conference. The conference is an annual statewide 2-day competitive event (held at the Radisson, Manchester, NH March 29 & 30). The students have an opportunity to earn scholarship money, recognition and networking. Julianna reviewed the FBLA Week National Celebration is February 4-10 agenda. The week will start off by hosting the Faculty & Staff Appreciation Day, Community Clean Up, Canned Food Drive, Opioid Awareness Project, Free Childcare for the February 3<sup>rd</sup> Deliberative Session, FBLA New Member Drive & Celebration. Emma Revaz and Sophia deMatties presented an overview of the GHS School Store. Students can purchase new merchandise, market products, customer service and community interaction. FBLA gives them the opportunity to learn about sales, marketing, accounting and management and can earn .5 credit with Mrs. Scarlett. We'd like to learn from our community leaders and meeting new friends. Networking is what we are all about.

**GHS Field Trip Request – FBLA State Leadership Conference March 28 - 30, 2018 –** Superintendent Balke brought FBLA's field trip request to attend the March conference. Although this is a repeat field trip, the FBLA students are requesting permission to attend the conference an extra day (March 28<sup>th</sup>) to prepare for the different events of March 29-30<sup>th</sup>. *Ginny McKinnon motioned to grant the FBLA students permission to go the FBLA State Leadership Conference on March 28<sup>th</sup> – March 30<sup>th</sup> at the Radisson Hotel, seconded by Heather Trzepacz – Vote: 7-0-0 – All in Favor – Motion Passed.*

**Final Review of 2018 Warrant Articles:**

**Article 2 – Operating Budget:** The Board reviewed the article language, budget and default amounts stated. *Dan Cloutier motioned to recommend Article 2, seconded by Heather Trzepacz – Vote: 7-0-0 to Recommend - All in Favor – Motion Passed.*

**Article 3 – Capital Reserve Fund:** Board members reviewed the article wording and the stated amount. They also discussed the Budget Committees' vote not to recommend Article 3. Dian stated that the committee felt that the article was to open-ended and should be project specific. Dan Cloutier stated that the warrant article was carefully crafted to specify that the CFR would be for approved CIP items only. Ginny McKinnon felt that it was not the time to introduce this article to the voters for consideration due to the situation we are in. Ginny felt that it was important to put Article #4 (the Land article) in front of the voters this year. Jenelle O'Brien agreed with Dan's comment and stated that the purpose for the CFR was to have the ability to chip away at the approved CIP items. Picking one item to place on the warrant is typically not what we do. Dian commented that the perception is that we have the 2.5% Contingency Fund that can be used if needed. Ginny McKinnon stated that voters typically do not vote for an article if the Budget Committee voted not to recommend it. *Ginny McKinnon motioned to remove Article 3 from the draft warrant, seconded by Reta Chaffee – Vote: 7-0-0- All in Favor + Motion Passed.*

Brian noted that the town warrant and ballot lists separate articles because the town is departmentalized by police, Fire, DPW and P&R and have separate budgets. The school district is an all in one budget and all schools fall under that budget. Brian was in agreement to remove Article 3 and stated that it will give us a chance to regroup and figure out a methodology when addressing the CIP Matrix.

**Article 4 – Land Purchase –** (Re-numbered to Article 3) was reviewed by Board members. *Dan Cloutier motioned that we recommend the newly numbered Article 3 for \$695,000.00, seconded by Ginny McKinnon. (Dian McCarthy recused herself from the voting) – Vote 6-0-0 - All in Favor - Motion Passed.*

**Signing of 2018 warrant, budget and default budget for January 29<sup>th</sup> posting –** the Board will be made aware when all documents are ready for signing.

**National Hot Lunch Program NHLP Review – Brian Balke Addressing:** The State met at the SAU Central Office to review the overall report out from Meagan Bizzarro and was impressed with the program. The State noted that some of the information listed was different on corresponding paperwork however, the offer vs. serviced menu planning was praised. There was a minor correction needed with regard to freezer storage – labels may have fallen off the packaged food. A finding was made against the FBLA school store for selling non-compliant food items (chips etc.). We will work with FBLA to correct this. Meagan runs a great program and does a nice job.

**2019 Educational Tour** – Kathryn Ford is requesting the Board’s permission to hold an opening meeting in March for parents and students to determine the level of interest in a trip to southern Italy in February 2019. She intends to engage with Educational Tours which has been used in the past and employs knowledgeable and trustworthy guides that will accompany the group throughout the trip. ***Ginny McKinnon motioned to allow Kathryn Ford to conduct an opening meeting and if she does get the interest, she can go on the trip, seconded by Reta Chaffee – Vote: 7-0-0 – All in Favor – Motion Passed.***

**Approval of the 2018 IRS Mileage - \$0.54.5** – Brian stated that the 2018 IRS Mileage rate was received and requested the Board’s adoption of the \$0.54.5 reimbursement rate. ***Dan Cloutier motioned to adopt IRS mileage for reimbursement, seconded by Janelle O’Brien – Vote: 7-0-0 – All in Favor – Motion Passed.***

Staffing

**Track Changes (effective 2/1/18):**

Andrea Lafortune.....	Bartlett .....	B+30 to M
Maureen Brown .....	GHS .....	B+30 to M
Sean Colligan.....	GHS .....	B+30 to M
Lisa DeMarco .....	GHS .....	B+30 to M
Lisa Horne .....	GHS .....	M to M+15
Kathi Kendall.....	GHS .....	B to B+15
Nathaniel Lambert .....	GHS .....	B+30 to M
Melissa Mannon.....	GHS .....	M+15 to CAGS
Erica Williams .....	GHS .....	B+30 to M

Other Business That May Legally Come Before the Meeting. None

**Non-Public Session - RSA 91-A:3II (c)***Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

***Dan Cloutier motioned to enter non-public session at 8:14pm pursuant to RSA 91-A:3II(c) seconded by Heather Trzepacz. The Chair took an individual voice poll. Vote: 7-0-0 – All in Favor – Motion Passed***

***Dan Cloutier motioned to leave non-public session at 8:28pm pursuant to RSA 91-A:3II(c) seconded by seconded by Heather Trzepacz. The Chair took an individual voice poll. Vote: 7-0-0 All in Favor –Motion Passed***

***Jenelle O’Brien motioned to seal the non-public minutes for 20 years, seconded by Heather Trzepacz. Vote: 6-0-1 (Dan Cloutier abstained) – Motion Passed.***

***Dan Cloutier motioned to enter into non-public session at 8:30pm pursuant to RSA 91-A:311(c), seconded by Heather Trezpacz. The Chair took an individual voice poll. Vote: 7-0-0 – All in Favor – Motion Passed***

***Dan Cloutier motioned to leave non-public session at 9:12pm pursuant to RSA 91-A:3II(c), seconded by Heather Trzepacz. The Chair took an individual voice poll. Vote: 7-0-0 – All in Favor – Motion Passed***

***Dan Cloutier motioned to seal the non-public minutes infinitum as it pertains to reputation, seconded by Jenelle O’Brien. Vote: 7-0-0 – All in Favor – Motion Passed.***

***Lorry Cloutier motioned to adjourn the meeting at 9:15pm, seconded by Heather Trzepakz. Vote: 7-0-0 – All in Favor – Motion Passed.***

Respectfully submitted by,

Denise F. Morin  
Recording Secretary